

**Delaware Manufactured Home Relocation Authority
Financial Summary – Cash Basis
AUGUST 2023**

Revenues

The Delaware Manufactured Home Relocation Authority (The Authority) has a Trust Fund administered by the Delaware Division of Revenue. As shown on page 3, assessments collected during August 2023 totaled \$28,144.00; arbitration fees collected were zero and interest posted to the Trust Fund totaled \$44,802.11.

For the fiscal year, assessments collected totaled \$264,096.47; arbitration fees collected were zero; and interest received totaled were \$83,570.66 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$18,112,434.70; total interest received is \$1,333,741.63; arbitration fees collected of \$8,166.98 and total special collections are \$8,050.00 (page 5).

Expenditures

During the month of August 2023 the Authority paid \$37,800.98 in relocation assistance; \$13,940.62 in personnel costs; \$2,048.97 in occupancy costs; and \$30.449.15 in general and administrative costs (page 3).

For the fiscal year, the Authority paid \$56,600.98 in relocation assistance; \$20,850.31 in personnel costs; \$4054.88 in occupancy costs; and \$34,296.28 in general and administrative costs (page 4). The Authority has paid \$5,929.14 in capital expenditures and \$1,750 in security deposits (\$1,500 to Keller Williams Realty and \$250 to City of Dover for electric usage which will be returned after 4 years).

Since inception on April 1, 2004, the Authority has paid \$3,334,716.80 in relocation costs; \$946,838.06 in personnel costs; \$175,287.38 in occupancy costs; and \$2,153,849.32 in general and administrative costs (page 5).

2023 Compliance Investigation Costs are \$3,317.94 (page 6).

2023 Arbitrator expenses are zero (page 7).

2023 Board Member Stipend Costs are \$600.00 (page 8).

Net Position – Cash Basis – as of August 31, 2023:

Trust Fund - \$12,757,511.01

Operating Fund - \$86,444.67 of which \$4,865.00 is Board Member Stipend

Petty Cash - \$69.93

Delaware Manufactured Home Relocation Authority
Balance Sheet
As of August 31, 2023

	Aug 31, 23
ASSETS	
Current Assets	
Checking/Savings	
7242 Operating Account	86,444.67
Petty Cash	69.93
Trust Fund	12,757,511.01
Total Checking/Savings	12,844,025.61
Other Current Assets	
Leasehold Improvements	5,929.14
Security Deposit	1,750.00
Total Other Current Assets	7,679.14
Total Current Assets	12,851,704.75
TOTAL ASSETS	12,851,704.75
LIABILITIES & EQUITY	
Equity	
Retained Earnings	12,619,837.07
Net Income	231,867.68
Total Equity	12,851,704.75
TOTAL LIABILITIES & EQUITY	12,851,704.75

Delaware Manufactured Home Relocation Authority
Profit & Loss - Monthly Report
August 2023

	Operating	Petty Cash	Stipend	Trust	TOTAL
Income					
Assessments	0.00	0.00	0.00	28,144.00	28,144.00
Interest Income	0.00	0.00	0.00	44,802.11	44,802.11
Total Income	0.00	0.00	0.00	72,946.11	72,946.11
Cost of Goods Sold					
DRAWS	-60,000.00	0.00	0.00	60,000.00	0.00
Total COGS	-60,000.00	0.00	0.00	60,000.00	0.00
Gross Profit	60,000.00	0.00	0.00	12,946.11	72,946.11
Expense					
General & Administrative					
Board Member Stipend	0.00	0.00	-4,865.00	0.00	-4,865.00
Bookkeeping/Payroll P...	1,205.00	0.00	0.00	0.00	1,205.00
Copying	-50.00	0.00	0.00	0.00	-50.00
DOJ Legal Fund	0.00	0.00	0.00	26,175.76	26,175.76
Legal Fees	3,360.35	0.00	0.00	0.00	3,360.35
Office Expense	3,494.50	0.00	0.00	0.00	3,494.50
Postage	0.00	38.37	0.00	0.00	38.37
Supplies	763.22	35.99	0.00	0.00	799.21
Travel-Compliance	290.96	0.00	0.00	0.00	290.96
Total General & Administr...	9,064.03	74.36	-4,865.00	26,175.76	30,449.15
Occupancy					
Rent	1,600.00	0.00	0.00	0.00	1,600.00
Utilities	448.97	0.00	0.00	0.00	448.97
Total Occupancy	2,048.97	0.00	0.00	0.00	2,048.97
Personnel					
Payroll Taxes	987.45	0.00	0.00	0.00	987.45
Wages-Administrative	12,815.67	0.00	0.00	0.00	12,815.67
Wages-Compliance	137.50	0.00	0.00	0.00	137.50
Total Personnel	13,940.62	0.00	0.00	0.00	13,940.62
Relocation Assistance					
Housing Stipend	0.00	0.00	0.00	700.98	700.98
Payments for non-reloc...	0.00	0.00	0.00	37,100.00	37,100.00
Total Relocation Assistance	0.00	0.00	0.00	37,800.98	37,800.98
Total Expense	25,053.62	74.36	-4,865.00	63,976.74	84,239.72
Net Income	34,946.38	-74.36	4,865.00	-51,030.63	-11,293.61

Delaware Manufactured Home Relocation Authority
Profit & Loss - Fiscal Year Report
July through August 2023

	Operating	Petty Cash	Stipend	Trust	TOTAL
Income					
Assessments	0.00	0.00	0.00	264,096.47	264,096.47
Interest Income	0.00	0.00	0.00	83,570.66	83,570.66
Other Income	3.00	0.00	0.00	0.00	3.00
Total Income	3.00	0.00	0.00	347,667.13	347,670.13
Cost of Goods Sold					
DRAWS	-60,000.00	0.00	0.00	60,000.00	0.00
Total COGS	-60,000.00	0.00	0.00	60,000.00	0.00
Gross Profit	60,003.00	0.00	0.00	287,667.13	347,670.13
Expense					
General & Administrative					
Board Member Stipend	0.00	0.00	-4,865.00	0.00	-4,865.00
Bookkeeping/Payroll Pr...	2,375.00	0.00	0.00	0.00	2,375.00
Computer, Printer, Copier	90.77	0.00	0.00	0.00	90.77
Copying	-50.00	0.00	0.00	0.00	-50.00
DOJ Legal Fund	0.00	0.00	0.00	27,480.26	27,480.26
Legal Fees	3,360.35	0.00	0.00	0.00	3,360.35
Office Expense	4,494.50	0.00	0.00	0.00	4,494.50
Postage	0.00	38.37	0.00	0.00	38.37
Supplies	763.22	55.05	0.00	0.00	818.27
Travel-Compliance	553.76	0.00	0.00	0.00	553.76
Total General & Administra...	11,587.60	93.42	-4,865.00	27,480.26	34,296.28
Occupancy					
Rent	3,200.00	0.00	0.00	0.00	3,200.00
Utilities	854.88	0.00	0.00	0.00	854.88
Total Occupancy	4,054.88	0.00	0.00	0.00	4,054.88
Personnel					
Payroll Taxes	1,479.46	0.00	0.00	0.00	1,479.46
Wages-Administrative	19,177.10	0.00	0.00	0.00	19,177.10
Wages-Compliance	193.75	0.00	0.00	0.00	193.75
Total Personnel	20,850.31	0.00	0.00	0.00	20,850.31
Relocation Assistance					
Delinquent taxes owed	0.00	0.00	0.00	7,229.83	7,229.83
Housing Stipend	0.00	0.00	0.00	700.98	700.98
Payments for non-reloc...	0.00	0.00	0.00	48,670.17	48,670.17
Total Relocation Assistance	0.00	0.00	0.00	56,600.98	56,600.98
Total Expense	36,492.79	93.42	-4,865.00	84,081.24	115,802.45
Net Income	23,510.21	-93.42	4,865.00	203,585.89	231,867.68

Delaware Manufactured Home Relocation Authority
Profit & Loss - Since Inception
April 2004 through August 2023

	Operating	Petty Cash	Stipend	Trust	TOTAL
Income					
Arbitration	8,166.98	0.00	0.00	0.00	8,166.98
Assessments	4,500.00	0.00	0.00	18,107,934.70	18,112,434.70
Interest Income	0.00	0.00	0.00	1,333,741.63	1,333,741.63
Other Income	3.00	0.00	0.00	0.00	3.00
Special Collection	8,050.00	0.00	0.00	0.00	8,050.00
Total Income	20,719.98	0.00	0.00	19,441,676.33	19,462,396.31
Cost of Goods Sold					
DRAWS	-2,911,086.54	-9,613.46	0.00	2,920,700.00	0.00
Total COGS	-2,911,086.54	-9,613.46	0.00	2,920,700.00	0.00
Gross Profit	2,931,806.52	9,613.46	0.00	16,520,976.33	19,462,396.31
Expense					
General & Administrative					
Accounting/Auditing fees	392,225.24	0.00	0.00	0.00	392,225.24
Advertising	2,770.78	0.00	0.00	0.00	2,770.78
Arbitration Costs	377,503.19	5.00	0.00	3,000.00	380,508.19
Auditing	9,000.00	0.00	0.00	0.00	9,000.00
Bank Service Charges	364.00	0.00	0.00	0.00	364.00
Board Member Stipend	0.00	0.00	-4,865.00	0.00	-4,865.00
Bookkeeping/Payroll Pro...	229,781.32	0.00	0.00	0.00	229,781.32
Collection Fees	705.00	0.00	0.00	0.00	705.00
Computer, Printer, Copier	23,452.18	0.00	0.00	0.00	23,452.18
Consulting Fees	11,145.00	0.00	0.00	4,200.00	15,345.00
Copying	25.53	63.00	0.00	0.00	88.53
DOJ Legal Fund	0.00	0.00	0.00	422,727.75	422,727.75
Embezzlement (Willie Sa...	2,412.81	440.50	0.00	0.00	2,853.31
Insurance-Dental for Willie	93.92	0.00	0.00	0.00	93.92
Insurance-Medical for Wil...	1,955.72	0.00	0.00	0.00	1,955.72
Legal Fees	503,446.65	0.00	0.00	0.00	503,446.65
Office Expense	74,246.47	516.68	0.00	0.00	74,763.15
Postage	8,107.41	6,569.62	0.00	0.00	14,677.03
Supplies	22,691.98	2,451.35	0.00	0.00	25,143.33
Travel-Administrative	26,287.31	0.00	0.00	0.00	26,287.31
Travel-Compliance	32,512.16	13.75	0.00	0.00	32,525.91
Total General & Administrati...	1,718,726.67	10,059.90	-4,865.00	429,927.75	2,153,849.32
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Occupancy					
Rent	122,470.78	0.00	0.00	0.00	122,470.78
Utilities	52,816.60	0.00	0.00	0.00	52,816.60
Total Occupancy	175,287.38	0.00	0.00	0.00	175,287.38
Personnel					
Payroll Taxes	69,817.41	0.00	0.00	0.00	69,817.41
Wages-Administrative	852,320.87	0.00	0.00	0.00	852,320.87
Wages-Compliance	24,699.78	0.00	0.00	0.00	24,699.78
Total Personnel	946,838.06	0.00	0.00	0.00	946,838.06
Relocation Assistance					
Delinquent taxes owed	0.00	0.00	0.00	51,074.83	51,074.83
Housing Stipend	0.00	0.00	0.00	3,977.21	3,977.21
Payments for abandoned ...	673.02	0.00	0.00	368,788.30	369,461.32
Payments for non-relocat...	17,084.80	0.00	0.00	1,095,753.01	1,112,837.81
Reimbursements for mov...	931.91	0.00	0.00	1,796,433.72	1,797,365.63
Total Relocation Assistance	18,689.73	0.00	0.00	3,316,027.07	3,334,716.80
Total Expense	2,859,541.84	10,059.90	-4,865.00	3,745,954.82	6,610,691.56
Net Income	72,264.68	-446.44	4,865.00	12,775,021.51	12,851,704.75

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Delaware Manufactured Home Relocation Authority

09/11/23

Board Member Stipend

Accrual Basis

July 1 through September 11, 2023

Type	Date	Name	Memo	Amount
General & Administrative				
Board Member Stipend				
Deposit	08/14/2023	Board Member Stipend	Deposit	-5,465.00
Bill	08/18/2023	Mitch Crane	7/13/23 & 8/17/23 Board Member Stipend	200.00
Bill	08/18/2023	Richard Hrycyshyn	7/13/23 & 8/17/23 Board Member Stipend	200.00
Bill	08/18/2023	George Meldrum	7/13/23 & 8/17/23 Board Member Stipend	200.00
Total Board Member Stipend				-4,865.00
Total General & Administrative				-4,865.00
TOTAL				-4,865.00